1. General Scope of Work

   1.1 Purpose and Objective

   This project provides for the TEAM contract support of the project for
   installation of single-ply membrane roof on Building 120 and UPS Building (B101).

2. Technical Requirements

   2.1 Description of Work

   Support Re-roofing project at WSTF, escort roofing contractor as needed, provide
   crane support for lifting materials, and remove/replace lightning protection
   system.

   Subtasks:
   1.   Project Planning and Management
        a)   Identify Project Team
        b)   Track Project
        c)   Perform Customer/Stakeholders reviews
        d)   Change Management
        e)   Prepare Initial Taskplan
        f)   Prepare Project Taskplan:
             - Identify the delivery order deliverables and milestones in taskplan
             - Break tasks down in small manageable elements whenever possible
             - Assure logical sequencing of tasks
             - Provide measurable output of child tasks
             - Specify resources needed
             - Coordinate commitments with support groups

   2. Support Functions by TEAM Contractor

   a) Support meetings with selected roofing contractor
   b) Monitor Contractor activities and perform inspections to ensure that
   construction meets specifications (Architectural, Structural, Electrical,
   Mechanical)
   c) Escort contractor personnel as needed when on WSTF facility
   d) Provide other "usual" TEAM support as needed on project
   e) Monitor Contractor for safe work practices and compliance with safety policy
   and procedures
   f) Support roofing contractor in logistic issues
   g) Coordinate required outages and utilities support with roofing contractor

   2.2 Contractor Products/Services Required

   1. Support roofing contractor during the re-roofing of Building 120 and the
   UPS/Battery Building attached to Building 101 per 2. Technical Requirements
   section.

2. Prepare Project Taskplan:
- Identify the delivery order deliverables in taskplan
- Identify milestones such as due date for project taskplan, kick-off meeting with customers, end date of project
- Break tasks down in small manageable elements whenever possible
- Assure logical sequencing of tasks
- Provide measurable output of child tasks
- Specify resources needed
- Coordinate commitments with support groups
3. Prepare and maintain Project Plan
4. Maintain working taskplan and project notebook, initiate a project file
5. perform project leader tasks per WSP 09-0014 on the project, provide weekly financial and performance updates to PM, and perform management reviews as scheduled
6. Track changes per established change process of Engineering Department
7. Communicate projects risks immediately and manage risk plan
8. Assign WSTF drawing numbers to design illustrations. Update all DCN's. Convert board drawings to electronic format. Provide as-built drawings per roofing contractor's redlines at completion of project.
9. Close out project

2.3 Materials and Travel Requirements

2.4 Task Plan/Summary Sheet

s4:/CPE/FY03 Processed Task Plans/Engineering/3IC0032-WSTF Roofing Phase 1
s4:/CPE/FY03 Task Plan Summary/Engineering/3IC0032

3. Schedule Requirements

Critical Milestones:

Provide project taskplan 10/8/04
Meet milestones identified on taskplan
Perform activities per taskplan
Complete project by 12/31/04

4. Cost Tracking Requirements

Charge Number	Rev	Function Codes	Fund Source	WSTF Overhead %	$K Amounts	Charge Number Title
LTX	–	99	32900	22	15	WSTF Roofing Phase 1 – Heavy Equipment Support

Notes   Total $K   15

5. Evaluation Criteria

The Evaluation Criteria on this project shall be:
- Exceeded Expectations/Met Expectations/Did not meet Expectations

Areas to be evaluated:

1. Safety Performance

Exceeded - no reportable injuries on project, project team was pro-active and
ensured a safe working environment
Met - no reportable injuries
Did not meet - reportable injuries on project

2. Integration Management

Exceeded - Management supported project fully, Project Leader and Project Team
managed project in outstanding fashion per WSP 09-0014
Met - Mangement support, Project Leader and Team managed project per WSP 09-0014
Did not meet - Poor management support, Project Leader and Team did not complete
tasks per requirements

3. Scope Management

Exceeded - Project Team controlled scope creep and documented approved requirement
changes per Engineering Change Process
Met - Project Team documented changes per Engineering Change Process
Did not meet - Scope creep on project and changes were not documented

4. Time Management

Exceeded - Beat negotiated schedule and milestones per taskplan
Met - Met negotiated schedule and milestones per taskplan
Did not meet - Did not meet negotiated schedule and missed milestones per taskplan

5. Cost Management

Exceeded - Completed tasks in economical manner below negotiated budget
Met - Completed tasks in economical manner at negotiated cost
Did not meet - Did not meet negotiated costs and remedial actions were needed

6. Communication Management

Exceeded - Excellent Communication with support groups, stake holders, and
customers resulted in outstanding resource management, risk management, product
met customer,s needs,and overall exceeded project performance expectations
Met - Resources were available, product met customer's needs, risks were
identified in a timely fashion to meet project expectations
Did not meet - Poor commuications resulted in resource problems, costly risk
abatements, and overall non-acceptable project performance

Note: This is only a summary of revision history. Details of the changes must be contained in the text of
          the Delivery Order.

Rev	Approved	Change (+/- $K)	Contract Value	Revision Summary
–	21-SEP-04	15	12.33674	Initial delivery order copied from 3IC0032